SARGENT & GREENLEAF, INC.
1 SECURITY DRIVE • NICHOLASVILLE, KENTUCKY 40356
TELEPHONE: (606) 885-9411 TELEX: 21-8459

OPERATING AND CHANGING INSTRUCTIONS
"0" CHANGE — 4 WHEEL

Lock Models: 6445---6540---6545

**Before operating the lock or changing the combination,
READ THESE INSTRUCTIONS THOROUGHLY.**

At the top of the dial ring an index is provided for normal dialing, opening and changing.

This is a precision lock, therefore extreme care must be used to align the combination numbers with the index.

Turn the dial slowly and steadily. If, after turning the correct number of revolutions, the desired number is turned beyond the index mark, the entire series of combination numbers must be redialed. DO NOT TURN BACK TO REGAIN A PROPER ALIGNMENT WITH THE NUMBER. Each time a selected number is aligned with the index, a revolution is counted.

OPENING AND CHANGING INDEX

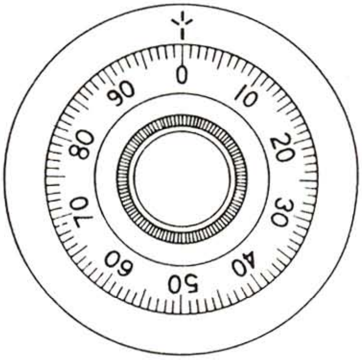


Figure 1.

TO UNLOCK ON A FACTORY SETTING

TO UNLOCK ON FACTORY SETTING - TURN DIAL "LEFT" 5 TURNS STOPPING ON "50". TURN DIAL RIGHT UNTIL BOLT RETRACTS.

TO UNLOCK ON A 4 NUMBER COMBINATION - FOR EXAMPLE 50-50-50-50

Reverse dial directions (i.e. turn left instead of right for step 1) for left hand locks.

1. Turn dial to the RIGHT, stopping when "50" is aligned with the index the FIFTH time.
2. Turn dial to the LEFT, stopping when "50" is aligned with the index the FOURTH time.
3. Turn dial to the RIGHT, stopping when "50" is aligned with the index the THIRD time.
4. Turn dial to the LEFT, stopping when "50" is aligned with the index the SECOND time.
5. Turn dial slowly to the RIGHT until the bolt retracts.

TO LOCK

Turn dial to the LEFT at least five full revolutions.

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CHANGING TO A NEW COMBINATION

Make up a new combination, selecting 4 sets of numbers of your own choosing. DO NOT use numbers between 0 and 20 for your last number. (e.g. 28-34-76-12). For maximum security, DO NOT use numbers ending in 0 or 5 and DO NOT use numbers in a rising or falling sequence. e.g. 35-50-75-85 is not as good a combination as 54-38-72-27.

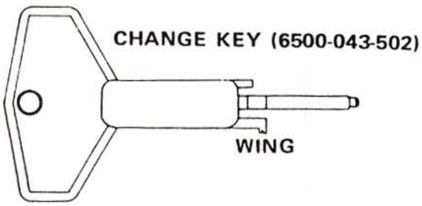


Figure 2.

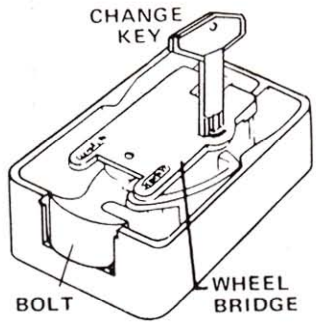


Figure 3.



Figure 4.

1. Remove cover screw, slide cover toward lock bolt and remove cover. Dial the existing combination as explained in paragraphs 1 thru 4. Leave dial set at last number of combination.

2. Hold the dial with the last number at the index and insert the changing key (figure 2) in the right hand hole in the back of the lock (figure 3) until the wing is entirely inside the lock and comes to a positive stop. (See figure 4.)

   CAUTION: Bolt should be in an extended position when turning change key.

3. Turn key one quarter to the LEFT. With the changing key in this position, dial the new combination of your selection as in paragraphs 1 thru 4.

4. Holding the dial with the last number aligned with the index, turn the changing key to the RIGHT and remove. The new combination you have selected is now set in the lock.

BEFORE CLOSING THE CABINET, try the new combination several times.

IF AN ERROR HAS BEEN MADE IN SETTING A NEW COMBINATION, we suggest that an accredited locksmith be called. If this is not possible, do the following:

A. Using a straightened paper clip or similar instrument, insert it in the square keyways or in the square slots in the wheels. Rotate each wheel until all the slots are in perfect alignment and the square keyways are directly under the change key hole and insert the change key.

B. Follow directions for setting the new combination as indicated in paragraphs 1 thru 4 in "Changing to a New Combination". If, after following the directions, the locking mechanism fails to operate, we suggest that an accredited locksmith be called.